



## **FY2008 ESH Objectives and Targets**

**Final Rev0**

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Rev0

                      
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## **FY08 Site Level Environmental, Safety & Health (ESH) Objectives**

### **Approval Draft Rev0 08/24/07**

BNL has Critical Outcomes, performance measures and contractual requirements designed to drive improvement in all Laboratory operations. This list establishes Laboratory-wide Occupational Safety and Health (OSH) and Environmental Management System (EMS) objectives that support BNL Performance Evaluations Measurement Plant (PEMP), and the commitments of the Environmental, Safety, Security, and Health (ESSH) policy. Additionally, specific targets are suggested that will help achieve the objectives. This list should be used as a resource when selecting and establishing Objectives and Targets.

Factors considered in selecting these FY08 ESH Objectives and Targets included:

- ◆ US DOE and BSA, LLC, PEMP's (Performance Goals, Objectives, Measures and Targets)
- ◆ Legal and other requirements (laws, regulations, DOE Orders, permits, enforcement actions)
- ◆ Significant OSH hazards, environmental aspects, and associated impacts associated with Laboratory activities
- ◆ Technological options
- ◆ Financial, operational, and business requirements
- ◆ Views of interested parties, including DOE, employees, the public, and other stakeholders
- ◆ Risk and vulnerability (primarily environmental, safety & health, but also risk of civil/criminal enforcement/penalties, business risk, social risk such as loss of trust, etc.)
- ◆ Commitments (in ESSH policy, to regulatory agencies, to public)
- ◆ OSH & EMS Management Reviews, including the results of assessments, audits, surveillances, and inspections.
- ◆ Historic significant trends and past practices that impact/have impacted environmental, safety & health.

#### Notes:

- ◆ Directorates/Departments may develop additional ESH objectives and targets as part of their continual improvement process and document them in their EMS & OSH Management Programs or Self Assessment Plan. These can focus on areas of particular concern within your organization—e.g., facility-specific compliance concerns. Some department specific targets have been suggested where applicable.
- ◆ Environmental and Waste Services Division (EWMSD) and Safety and Health Services Division (SHSD) subject matter experts and field deployed support personnel are available to provide technical assistance in support of Department/Division performance on objectives and targets.
- ◆ All Targets must have a means (specifically how you will get the job accomplished), resources and timeframe for completion.

Overarching Objective: Develop, implement and continuously improve EMS & OSH management systems, processes, and services to efficiently manage occupational safety & health risks associated with Laboratory operations, in a manner that protects the ecosystem, workers and public health.


## FY08 ENVIRONMENTAL OBJECTIVES & TARGETS


### EMS Objectives and Targets


Objective	Target	Responsibility	Due	Supports PEMP, ALP, P-Track, EO13423, ETC
1.0 Reduce greenhouse gas (GHG) emissions in support of EO 13423	1.1 Develop BNL's baseline GHG emissions.	EWMSD, F&O	09/30/08	Performance Track, EO13423
	1.2 Evaluate and prioritize opportunities to reduce GHG. Implement at least one opportunity.	All	09/30/08	Performance Track, EO13423
2.0 Continue to Reduce Mercury Releases	2.1 Dispose of Sewage Treatment Plant sludge.	EWMSD, F&O	09/30/08	
	2.2 Identify and prioritize sources of sediment/sludge containing mercury upstream on the Sewage Treatment Plant (piping systems, traps, manholes, etc.).	All	09/30/08	
	2.3 As applicable, remove mercury sources from the sanitary system by cleaning piping systems, traps, manholes, etc.	All	09/30/08	
3.0 Improve Environmentally Preferable Purchasing Program	3.1 Train purchasers and specifiers on the requirements of the EPP program.	PPM	09/30/08	EO13423
	3.2 Improve tools to track and report EPP purchases	PPM	09/30/08	EO13423
4.0 Improve the pollution prevention program.	4.1 Develop and implement a plan to make the Pollution Prevention (P2) program sustainable.	EWMSD	09/30/08	PEMP 5.3.1.1
	4.2 Improve the Recycling Program by ensuring all meeting and conference rooms have standardized recycling containers for paper, bottles, and cans.	All	09/30/08	EO13423
5.0 Continue progress with disposition of excess nuclear materials, legacy waste, unneeded materials and chemicals, and environmental projects.	5.1 Disposition at least one excess nuclear material, legacy waste; Disposition unneeded materials and chemicals (UMC) in accordance with plan.	All	09/30/08	PEMP 5.3.1.2
	5.2 Disposition all excess U-233	All	09/30/08	PEMP 5.3.1.2
	5.3 Identify and fund a Lab Clean-out.	Small Science	09/30/08	PEMP 5.3.1.2
6.0 Prepare for implementation of Executive Order 13423	6.1 Conduct a gap analysis, consistent with available guidance from DOE/SC, for implementation of Executive Order 13423, "Strengthening Federal Environmental, Energy and Transportation Management," and develop baselines to measure performance against.	EWMSD, F&O	09/30/08	PEMP 5.3.1.3 EO13423

<b>Objective</b>	<b>Target</b>	<b>Responsibility</b>	<b>Due</b>	<b>Supports PEMP, ALP, P-Track, EO13423, ETC</b>
7.0 Improve Electronics Stewardship	7.1 Improve the life-cycle management of electronic assets by improving understanding and collection of data on electronic assets for all three life-cycle phases – purchasing, operation & maintenance, and end-of-life management.	All	09/30/08	Federal Electronics Challenge, EO13423
	7.2 Ensure 95% of desktop computers and monitors are EPEAT Bronze or higher. (see <a href="http://www.epeat.net/">http://www.epeat.net/</a> )	PPM/ITD/All	09/30/08	Federal Electronics Challenge, EO13423
	7.3 Enable ENERGY STAR® features are enabled on 100% of computer monitors.	All	09/30/08	Federal Electronics Challenge, EO13423
	7.4 Recycle 100% of non-reusable computer units using environmentally sound recycling practices.	PPM/ All	09/30/08	Federal Electronics Challenge, EO13423
8.0 Improve the ISO 14001System	2.1 Review opportunities for improvements from Internal and External EMS audits and, if applicable, develop objectives and targets for improvement.	All	09/30/08	Performance Track, EO13423

## FY08 OCCUPATIONAL SAFETY & HEALTH OBJECTIVES & TARGETS

	Site Level OSH Objective	Suggested Directorate/ Department Objective	Suggested Target(s) 
<b>1.</b>	<b>Improve accident and injury rate performance</b>		
1a.	Improve Accident/Injury injury rate performance from previous years and meet or exceed DOE goals.  <b>PEMP 5.1.1.1</b>	Participate in initiative(s) that target reduction of injuries/illness specific to the organization needs, such as:-  1.a.1. Initiate/increase human performance training for work planning, design, and/or reporting (such as participation in Fisher IT, Inc. or Shane Bush human performance training).  1.a.2. Increase senior management's Safety Observations of personnel conducting work/operations.  1.a.3. Initiate training to raise awareness of injuries related to overexertion, slips, falls, bodily reaction and repetitive motion.	____% of staff attending training.  Conduct ____# Safety observations for ____+_hours/ month per Level 1,2,3 manager. or Increase observations hours per month by manager to ____.  Conduct ____ session or Train ____% of staff.
1b.	Design mechanisms to encourage Zero Traffic violations and accidents.	1.b.1. Institute an appropriate organization level initiative to raise employee awareness of vehicle safely (such as reimbursement for defensive driving training or use of on-line CBT classes.)  1.b.2. Institute disciplinary actions for repeated violations.	Conduct ____ sessions or Train ____% of staff.  Actions incorporated into the performance evaluation of ____ employees.
1c.	Secure funding to make the BNL <i>Safety Solutions</i> (S2) Program sustainable.	1.c.1. Participate in S2 Council/special teams that work to address funding mechanisms.	Representative participates in ____% of requested activities.
1d.	Improve manual lifting and ergonomics training.	1.d.1. Institute a training initiative for affected workers at the level comparable to their role and equipment used.	Train ____% of affected workers
<b>2.</b>	<b>Achieve full compliance with applicable occupational safety &amp; health requirements.</b>		
2a.	Improve implementation of 10CFR851 requirements and SBMS OSH Subject Area programs by	2.a.1. Participate in training sessions on SBMS Subject Areas as applicable to operations.	Attend ____% of sessions applicable to the organization's operations.

	Site Level OSH Objective	Suggested Directorate/ Department Objective	Suggested Target(s) 
	increasing awareness of OSH requirements.	2.a.2. Select areas of weakness and arrange for SME to present awareness training and location walkthroughs	
<b>3.</b>	<b>Improve staff awareness of the occupational safety &amp; health hazards of domestic and foreign travel.</b>		
3a.	Develop organization level awareness of health and safety hazards if line organization personnel encounter unique situations during domestic and foreign travel.	3.a.1. Conduct organization level training opportunities, such as: table top exercises, Risk Assessments, and discussions with staff regarding unique situations the organization's personnel encounter during domestic and foreign travel.  Review the new Travel JRA for applicability to organization's travel and raise awareness in impacted workers.	Hold ___ sessions  ___ % of travelers involved in awareness initiative.
<b>4.</b>	<b>Improve ESH document control in BNL operations and facilities.</b>		
4a.	Improve line implementation of ESH controlled document requirements.	4.a.1 Review and determine what ESH related documents need to be controlled, (e.g. procedures, operator aids, stand alone forms, and documents of external origin) and update documents or forms that do not have the appropriate revision tracking numbers and/or dates.  4.a.2. For documents that are not currently controlled, ensure that they meet the requirements of the <u>Internal Controlled Documents</u> Subject Area, e.g. have appropriate control elements (effective date, revision designation, approval), are distributed, and reviewed periodically.  4.a.3. Conduct an internal field review of <u>posted</u> ESH documents, forms, and operator aids to ensure that controlled documents comply with records management requirements.	___# documents to be reviewed. or ___% of documents  ___# documents to be reviewed for needed revisions to meet document control requirements.  ___# documents to be reviewed or ___% of locations with possible posted documents examined
<b>5.</b>	<b>Improve ESH records management in BNL operations and facilities.</b>		
5a.	Improve line implementation of ESH records management requirements	5.a.1. Conduct a review of record management and correct instances where ESH records are not filed in secure and retrievable locations.	Review ___ records (or ___% of records) and ensure that official copies comply with records management requirements.

	Site Level OSH Objective	Suggested Directorate/ Department Objective	Suggested Target(s) 
<b>6.</b>	<b>Improve BNL performance in Accident Investigations</b>		
6a.	Improve line accident investigations	6.a.1. Provide investigator training specific to types of BNL cases	Review all reports with < 10% Rejection Rate
6b.	Investigate all injury/illness cases (first aid, recordable, DART, athletic)	6.b.1. Ensure that follow ups are sent to Safety Engineering for central records storage	100% of reports are sent.
6c.	Ensure that the Event categorizer is notified.	6.c.1. Ensure that Division Manager/Department Chair approves and signs reports	100% of reports are signed.
<b>7</b>	<b>Improve Injury Management in BNL operations and facilities</b>		
7a.	Insure workers notify line organization immediately and the OMC within 24 hours	7.a.1. Supervisors reinforce injury/illness reporting requirements with employees.	___# cases reported late to supervision and OMC .
7b.	Provide for manager and supervisor communication and interpersonal training dealing with injured workers	7..b.1. Participate in disability management training for optimizing response to injuries at work.	___% of supervisors that attend training Or ___# of supervisors that attend training
		7.b.2 Supervisors of Injured workers attend Return-to-Work Planning Meetings	Line representatives attend ___% of meetings scheduled.
7c.	Ensure injured workers return to work as soon as possible.	7.c.1. Provide transitional duties for injured workers.	___ % or ___# of cases are evaluated for the potential of transitional work.